



Flight Operations Guide

Mission

To use aviation as a tool to empower children with serious illnesses or disabilities and their families through flight experiences and educational programs.

About Kids in Flight, Inc.

Founded in 2003, Kids in Flight is a non-profit organization that uses aviation related activities and airplane rides to give seriously ill children an opportunity to escape by soaring above the crises, complications, and struggles of their illnesses. Through a variety of exciting, fun-filled programs and the thrill of flight, children and their families share unique bonding experiences that will be remembered forever. All donations are tax deductible to the full extent of the law under Section 501(C)(3) of the Internal Revenue Code.

Wings of Wonder Program Overview

Each year, Kids in Flight hosts a special day highlighting the wonder of aviation. Seriously ill children and their families have the opportunity to enjoy many exciting activities while creating memories that will last forever. Photographers capture each special moment as the children enjoy games, arts and crafts, educational exhibits, and more. Lunch is also provided for participating families, and several historical, commercial, and military aircraft are displayed, such as an SNJ-4 Texan, P-51 Mustang, Dash 8, as availability allows.

The Wings of Wonder event is at no cost to the families and funded through the generosity of our sponsors and donors.

Volunteer Pilot Qualifications

- Volunteer Pilots must:
 - Meet minimum flight time requirements:
 - 500 hours PIC
 - Currency in type of aircraft to be flown (i.e. make and model):
 - 50 hours total time in the type of aircraft to be flown, minimum 3 takeoffs and landing within the last 90 days
 - Hold a current instrument rating (waiverable by System Chief Pilot on a limited basis)
 - Hold a current medical certificate
 - Have a current Biannual Flight Review with a Certified Flight Instructor or a designated FAA examiner
 - Disclose any current or pending FAA Violations, Incidents or Inquiries
 - Complete the official online registration form
 - Submit the applicable Pilot Paperwork listed below

Aircraft Qualifications

- Aircraft used for Kids in Flight programs or events must meet the following qualifications:
 - Current aircraft liability insurance
 - Each volunteer pilot must provide proof of adequate insurance by way of a copy of the Certificate of Insurance, showing coverage, limitations and Kids in Flight as an Additional Insured, for the period to time related to such volunteer flights. Adequate coverage must include a minimum of \$1 million combined, single limit to include at least \$100,000 per passenger. The naming of the additional insured in favor of Kids in Flight must show the proper address which is 5333 Meadow Lane Court / Elyria, Ohio 44035.
 - No experimental aircraft may be used
 - Aircraft must be able to accommodate a minimum of two passengers, due to our policy that a parent or guardian must accommodate any children who fly
 - Have a current annual inspection sign-off by a proper authority

Pilot and Aircraft Paperwork

- After completing their online registration form, Volunteer Pilots must submit copies of the following items:
 - Current Pilot's license
 - Current medical certificate
 - Certificate of Insurance, showing Kids in Flight as an additional insured
 - Last page of the pilot's logbook, plus others required to confirm minimum flight requirements
 - Bi-Annual Flight Review notation in the pilot's logbook
 - Signed and dated FAA 91.146 certification
 - Current annual inspection sign-off by proper authority in the aircraft logbook
 - Weight and balance sheets from the aircraft POH (this should include the Weight, Arm and Moment the aircraft, passengers, baggage as well as the CG limits)
 - If possible, a Letter of Recommendation from a current KIF Pilot

- We will only accept clear and readable PDF copies of these documents sent via email in PDF format to pfreidy737@gmail.com
 - If you do not have the technical capability to do this, then you may send hard copies to: Paul Reidy /455 Providence Drive /Medina, OH 44256
 - Paul can be reached at 330-283-4201 if you have questions.

Flight Conditions / Weather Minimums

- Day VFR – 3,000 foot ceiling, 6 miles visibility
- No Icing
- Wind Conditions should not exceed aircraft limitations and/or pilot’s level of experience. There must not be forecasted or reported wind shear in flight plan area.
- Keep in mind that this should be a pleasant experience for the family, so if there is a doubt, please reschedule the flight.

Flight Operations

- A parent or guardian must accommodate any children who fly
- Pilots must perform a pre-flight briefing with each family including but not limited to any safety concerns
- No unusual attitudes
- Over water flights may only take place within coasting distance of land

Event Considerations

- Chief Pilot needs to define the event Flight Operations area with a minimum of a flight route on a marked-up sectional including altitudes, airspeeds, etc. This information should be distributed at least one week prior to the event so Volunteer Pilots have a chance to review it and ask questions.
- For Wings of Wonder events, all new KIF pilots must attend a pilot briefing prior to the start of the event. The briefing should include all flight and ground operations, flight route, safety precautions, flight scheduling, etc. We recommend that this briefing takes place for new KIF pilots at least one week prior to WOW and includes in-depth discussion of the route. The morning of, another briefing should be held to discuss weather and other last minute changes.